

**OLNEY RURAL FIRE DISTRICT  
MINUTES OF MEETING OF BOARD OF TRUSTEES  
MARCH 8, 2023 AT OLNEY FIRE HALL**

**Call to Order:** 7:05 pm

Trustees present: Vice Chair John Strean, Secretary Paul Jeremiassen and Trustee Norma McBroom. There are 2 Board vacancies. Strean served as Chair of the meeting.

Community Members: None

Department Volunteers: Chief Jordon Carr, Levi Gress, Zach Watson

**Approval of Minutes:** Strean moved to approve the minutes of the February meeting as presented by Jeremiassen; seconded by McBroom; carried unanimously.

**Correspondence:** Jeremiassen reported that Lincoln Electric requested that the District support a Department of Energy grant that will fund the undergrounding of 18 miles of overhead lines north of Olney to reduce risk of wildfires. Jeremiassen submitted the requested support letter on behalf of the District.

**Reports:** Jeremiassen presented a year-to-date budget report, as attached hereto. The report shows that remains sufficient room in the budget to be used for additional purchases of turnout gear before the end of the fiscal year if a purchase plan can be presented.

**Unfinished Business:** Appointment of Emily Sharp as Trustee – the latest update about her appointment is that the County is advertising the open position (as well as the additional open position created by the resignation of Gary Hill) on the County's website until the end of March, at which time the Commissioners can make appointments of those who apply. This means that Emily should be appointed in April. In addition, if Katie Riggles were to send in a request for appointment during the advertising period in March, she could also be appointed in April.

**New Business:** None.

**Presentation of Claims and Bills:** Jeremiassen presented the March bills for payment, as per the attached list. McBroom moved to approve the payments as presented; seconded by Strean; carried unanimously.

**Department Report:**

January callouts – McBroom reported 5 callouts: 3 medical assists (same person) and 2 motor vehicle accidents (none responded to).

Training – Carr said a wildland fire training, being conducted this month at the County OES center, will be attended by him, Levi Gress and Zach Watson. It runs for a week on weekends and evenings. There is also a hazmat training scheduled at the Fire Hall, but this might depend on how many volunteers are willing to attend.

Status of vehicles and equipment – no issues were raised (the Pumper Engine water leak reported last month seems to be intermittent).

Status of volunteers – no change (8 volunteers).

Department expenditure request – Carr wants to purchase 3 pair of turnout boots at \$340 per pair, which should take care of the Department's immediate needs. He also requested 2 more chest lights (\$66 each) and a set of turnout jackets and pants for \$700. In a set of motions by Jeremiassen and seconded Strean, the 3 requests were approved unanimously.

**Other Comments:**

As no further items were presented for discussion, the meeting was adjourned at 7:55 pm

Submitted by Paul Jeremiassen, Secretary

**Attachments:**

YTD Budget Report

March Bills for Payment

**Next meeting: Wednesday, April 12th**

**AS OF 3/8/23**

A/C	BUDGET LINE ITEM	ANNUAL BUDGET	YTD ACTUAL	ACTUAL OVER (UNDER) BUDGET
20	Entitlement	\$9,018	\$4,509	(\$4,509)
40	Interest Income	200	422	222
50	Other Revenue	2,000	886	(1,114)
60	Tax Revenue	10,002	8,121	(1,881)
	<b>TOTAL REVENUE</b>	21,220	13,938	(7,282)
100	Building Maintenance/Repair	2,000	966	(1,034)
200	Telephone/Internet	2,000	1,212	(788)
300	Contract Services - Plowing	1,500	585	(915)
400	Fire Equipment	2,500	1,161	(1,339)
500	Fuel	3,000	878	(2,122)
600	Insurance - Property/Liability	6,600	4,995	(1,605)
700	Land Lease	1,600	1,605	5
800	Electricity	1,500	995	(505)
1000	Fire Hall Supplies	1,000	343	(657)
1100	Miscellaneous Expenses	1,000	24	(976)
1200	Insurance - Accident/Sickness/WC	1,500	1,012	(488)
1300	Propane	8,500	4,618	(3,882)
1600	Radios/Pagers	1,000	128	(872)
1800	Training	2,000	454	(1,546)
1900	Turnout Gear	2,000	1,694	(306)
2000	Vehicle Maintenance	10,000	1,900	(8,100)
	<b>TOTAL EXPENSES</b>	47,700	22,570	(25,130)
	<b>NET REVENUE (EXPENSE)</b>	(\$26,480)	(\$8,632)	\$17,848

<b>BEGINNING CASH BALANCE</b>	\$55,056	\$55,056	\$0
<b>NET REVENUE (EXPENSE)</b>	(26,480)	(8,632)	17,848
<b>TRANSFER TO CIP FUND</b>	(10,000)	0	10,000
<b>ENDING CASH BALANCE</b>	\$18,576	\$46,424	\$27,848
<b>ALLOWED CASH RESERVE (1/3 OF EXPENSES)</b>	\$19,233		

**OLNEY FIRE DISTRICT  
TRANSACTION REGISTER  
FY 2022**

As Of 3/13/23

CHECK #	DATE	PAID TO/RECEIVED FROM	CHK TOT	DEBIT	CREDIT	A/C CODE	CASH BAL	DESCRIPTION
5486	3/8/23	CityServiceValcon		129.00		1300	48,256.55	Annual tank rental
5487	3/8/23	Visa	1,531.48	48.10		100	48,208.45	Door Handles
5487	3/8/23	Visa		1,022.48		400	47,185.97	Piercing Nozzle
5487	3/8/23	Visa		6.59		1600	47,179.38	Radio cover lock
5487	3/8/23	Visa		454.31		1800	46,725.07	Wi-Fi enabled TV; whiteboards for training
5488	3/8/23	CenturyLink		136.00		200	46,589.07	Prior month telephone/internet
5489	3/8/23	WEX Bank		52.80		500	46,536.27	Prior month fuel bill
5490	3/8/23	Lincoln Electric		112.91		800	46,423.36	Prior month electricity